



Data Protection Notice for

EASME EMFF INFORMATION DAY event

25th November 2019, Brussels, Belgium

Your personal data are processed in accordance with **Regulation (EU) No 2018/1725¹** on the protection of individuals with regard to the processing of personal data by the Union institutions, bodies, offices and agencies and on the free movement of such data.

The data controller of the processing operation is the Head of Unit A3 – European Maritime Fisheries Fund of the Executive Agency for Small and Medium-sized Enterprises (EASME).

The following **entity processes** your personal data on our behalf: **ICF Next** based in Avenue Marnix 17, 1000 Brussels as EASME contractor.

The legal basis for the processing operations are: Article 5(1)(a) of Regulation (EU) 2018/1725 whereby processing is necessary for the performance of a task carried out in the public interest and Article 5(1)(d) of Regulation (EU) 2018/1725 based on your explicit consent for your non- mandatory personal data indicated below.

The purpose of this processing operation is to: register you as interested persons to the **EASME EMFF INFORMATION DAY event**; provide you with access to the conference venue; include you in the participants list; allow networking among the participants; allow the follow up of the event, including feedback collection and specific related communication activities.

The following of your personal data are collected: your first name, last name, organisation, professional function, date of birth, ID/Passport number (for access to building only) and e-mail address are **mandatory** for the purpose outline above.

In addition, the following **non-mandatory** personal data are collected: your photo, videos which can only be processed based on your explicit prior consent.

Please note that the event will be web-streamed and it is possible that you will be recorded. It is also possible that **photographs** of you will be taken during the event and might be used for related communication purposes on social media and EASME & Commission websites. Upon registration, you can give your explicit consent to have your images recorded and published on related communication channels. In the absence of your consent, the organiser will try to find suitable alternatives, so that you can fully take part in the event, e.g. offer a no photos zone in the part of the room or to follow the event by means of live web-streaming.

¹ Regulation (EU) 2018/1725 of the European Parliament and of the Council of 23 October 2018 on the protection of natural persons with regard to the processing of personal data by the Union institutions, bodies, offices and agencies and on the free movement of such data, and repealing Regulation (EC) No 45/2001 and Decision No 1247/2002/EC (OJ L295/39 of 21.11.2018) and EMFF Regulation (EU) No 508/2014 of the European Parliament and of the Council of 15 May 2014 on the European Maritime and Fisheries Fund and repealing Council Regulations (EC) No 2328/2003, (EC) No 861/2006, (EC) No 1198/2006 and (EC) No 791/2007 and Regulation (EU) No 1255/2011 of the European Parliament and of the Council (OJ L 149, 20.5.2014, p. 1–66).

The recipients of your data will be relevant authorised staff of EASME and European Commission, involved in the organisation of the event, authorised staff of event organisers (contractors), agents of the security personnel, the contractors of the Agency in charge of organising the event and bodies charged with monitoring or inspection tasks in application of EU law (e.g. internal audits, European Court of Auditors, European Anti-fraud Office – OLAF). The participants list will be publicly available on the event website (only if you express your consent to display your name), and will only include your first name, last name, title and organisation.

Your personal data **will not be transferred** to third countries or international organisations.

The processing of your data will **not include automated decision-making** (such as profiling).

Your data will be kept for a maximum period of 6 months after the end of the event. Data will be deleted automatically at the end of this period.

You have the right to access your personal data, to request that your personal data is rectified if the data is inaccurate or incomplete; where applicable, you have the right to request restriction or to object to processing, to request a copy or erasure of your personal data held by the data controller. If processing is based on your consent, you have the right to withdraw your consent at any time, without affecting the lawfulness of the processing based on your consent before its withdrawal.

Your request to exercise one of the above rights will be dealt with without undue delay and within **one month**.

If you have any queries concerning the processing of your personal data, you may address them to the Head of Unit of EASME A3 - European Maritime Fisheries Fund, (entity acting as data controller), at the following email: EMFF2019@iservice-europa.eu.

You shall have right of recourse at any time to the EASME Data Protection Officer at EASME-DPO@ec.europa.eu and to the European Data Protection Supervisor at <https://edps.europa.eu>.